

**CONTRACT REQUEST FORM (CRF)**

CEC-94 (Revised 11/10)

CALIFORNIA ENERGY COMMISSION



☐ New Contract - - ☒ Amendment to Existing Contract: 500-08-036 Amendment Number: \_\_\_\_\_

Division	Contract Manager:	MS-	Phone	CM Training Date
500 Energy Research and Development Division	David Weightman	49	916-327-1631	12/8/08

Contractor's Legal Name	Federal ID Number
CTG Energetics, Inc.	33-0869530

Title of Project
Green House Gas Protocols for the Built Environment

Term	Start Date	End Date	Amount
New/Original Contract	6 / 30 / 08	6 / 30 / 12	\$ 684,667

Line up the Amendment information as best as possible in the following boxes

Amendment #	End Date (mm/dd/yy)	Amount
NA	NA	NA

### Business Meeting Information

Proposed Business Meeting Date	2/23/11	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Discussion
Business Meeting Presenter	Allan Ward/David	Time Needed:	NA minutes

### Agenda Item Subject and Description

Termination of contract 500-08-036 by mutual agreement between California Energy Commission and CTG Energetics. A key person for the contractor (architect of the proposal, subject matter expert and CTG's lead for the project) left the contractor's firm. The California Energy Commission and the contractor mutually agreed to terminate the contract early.

**Business Meeting approval is not required for the following types of contracts:** *Executive Director's signature is required in all cases.*

- ☐ Contracts less than \$10k (*Policy Committee's signature is also required*)
- ☐ Amendment for a no-cost time extension. Must be first extension, less than one year and original contract less than \$100k.
- ☐ Contracts less than \$25k for Expert Witness in Energy Facility licensing cases and amendments.

### Purpose of Contract or Purpose of Amendment, if applicable

A set of greenhouse gas (GHG) measurement/forecasting protocols for single buildings, infrastructure and land use.

### California Environmental Quality Act (CEQA) Compliance

- Is Contract considered a "Project" under CEQA?
 

☐ Yes: skip to question 2 ☒ No: complete the following (PRC 21065 and 14 CCR 15378):

Explain why contract is not considered a "Project":

Contract will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because \_\_\_\_\_.
- If contract is considered a "Project" under CEQA:
 

☐ a) Contract **IS** exempt. (Draft NOE required)

☐ Statutory Exemption. List PRC and/or CCR section number: \_\_\_\_\_

☐ Categorical Exemption. List CCR section number: \_\_\_\_\_

☐ Common Sense Exemption. 14 CCR 15061 (b) (3)

Explain reason why contract is exempt under the above section: \_\_\_\_\_

☐ b) Contract **IS NOT** exempt. The Contract Manager needs to consult with the Energy Commission attorney assigned to their division and the Siting Office regarding a possible Initial Study.

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**Budgets Information**

Contract Amount Funded		Breakdown by FY			Funding Sources			
Funding Source	Amount	FY	Amount	Approved ?	Funding Source	FY	Budget List No.	Amount
ARFVTF	\$		\$	No	Funding Source			\$
ECAA	\$		\$	No	Funding Source			\$
State- ERPA	\$		\$	No	Funding Source			\$
Federal	\$		\$	No	Funding Source			\$
PIER - E	\$		\$	No	Funding Source			\$
PIER - NG	\$		\$	No	Funding Source			\$
Reimbursement	\$		\$	No	Funding Source			\$
Other	\$		\$	No	Funding Source			\$
TOTAL: \$ 0		TOTAL: \$ 0			TOTAL: \$ 0			
Reimbursement Contract #:					Federal Agreement #:			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Natalia Komar	Name:	Chris Pyke
Address:	16 Techology Drive Drive	Address:	16 Techology Drive Drive
City, State, Zip:	Irvine CA 92618	City, State, Zip:	Irvine CA 92618
Phone/ Fax:	949-790-0010	Phone/ Fax:	949-790-0010
E-Mail:	949-790-0020	E-Mail:	949-790-0020

**Contractor Is**

☐ Private Company (including non-profits)  
☐ CA State Agency (including UC and CSU)  
☐ Government Entity (i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)

**Selection Process Used**

☐ Solicitation Select Solicitation Type Solicitation #: - -  
☐ Non Competitive Bid (Attach CEC 96)  
☐ Exempt Select Exemption (see instructions)

**Civil Service Considerations**

☐ Not Applicable (Contract is with a CA State Entity or a membership/co-sponsorship)  
☐ Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)  
☐ The Services Contracted:  
     ☐ are not available within civil service  
     ☐ cannot be performed satisfactorily by civil service employees  
     ☐ are of such a highly specialized or technical nature that the expert knowledge, expertise, and ability are not available through the civil service system.  
☐ The Services are of such an:  
     ☐ urgent  
     ☐ temporary, or  
     ☐ occasional nature  
     that the delay to implement under civil service would frustrate their very purpose.  
**Justification:**

**Payment Method**

☐ A. Reimbursement in arrears based on:  
     ☐ Itemized Monthly ☐ Itemized Quarterly ☐ Flat Rate ☐ One-time  
☐ B. Advanced Payment  
☐ C. Other, explain:

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**Retention**

1. Is contract subject to retention? ☐ No ☐ Yes  
 If Yes, Do you plan to release retention prior to contract termination? ☐ No ☐ Yes

**Justification of Rates****Disabled Veteran Business Enterprise Program (DVBE)**

1. ☐ Not Applicable  
 2. ☐ Meets DVBE Requirements DVBE Amount:\$ \_\_\_\_\_ DVBE %: \_\_\_\_\_  
     ☐ Contractor is Certified DVBE  
     ☐ Contractor is Subcontracting with a DVBE: \_\_\_\_\_  
 3. ☐ Requesting DVBE Exemption (attach CEC 95)

**Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?**

- ☐ No ☐ Yes  
 If yes, check appropriate box: ☐ SB ☐ MB ☐ DVBE

**Is Contractor subcontracting any services?**

- ☐ No ☐ Yes  
 If yes, give company name and identify if they are a Small Business (SB), Micro Business (MB) and/or DVBE:  
 \_\_\_\_\_ ☐ No ☐ SB ☐ MB ☐ DVBE  
 \_\_\_\_\_ ☐ No ☐ SB ☐ MB ☐ DVBE  
 \_\_\_\_\_ ☐ No ☐ SB ☐ MB ☐ DVBE

**Miscellaneous Contract Information**

1. Will there be Work Authorizations? ☐ No ☐ Yes  
 2. Will there be IT expenditures? ☐ No ☐ Yes  
 3. Is the Contractor providing confidential information? ☐ No ☐ Yes  
 4. Is the contractor going to purchase equipment? ☐ No ☐ Yes  
 5. Check frequency of progress reports  
     ☐ Monthly ☐ Quarterly ☐ Other...  
 6. Will a final report be required? ☐ No ☐ Yes  
 7. Is the contract, with amendments, longer than a year? If yes, why? ☐ No ☐ Yes

**The following items should be attached to this CRF**

- |   |   |                                   |
|---|---|-----------------------------------|
| 1. Scope of Work, Attach as Exhibit A.  | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 2. Budget Detail, Attach as Exhibit B.  | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 3. CEC 96, NCB Request                  | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 4. CEC 30, Survey of Prior Work         | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 5. CEC 95, DVBE Exemption Request       | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 6. Draft CEQA Notice of Exemption (NOE) | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |
| 7. Resumes                              | <input checked="" type="checkbox"/> N/A | <input type="checkbox"/> Attached |

\_\_\_\_\_  
Contract Manager\_\_\_\_\_  
Date\_\_\_\_\_  
Office Manager\_\_\_\_\_  
Date\_\_\_\_\_  
Deputy Director\_\_\_\_\_  
Date

The following signatures are only required when contract approval is delegated to the Executive Office and not approved at a Business Meeting.  
 See Business Meeting Information Section.

\_\_\_\_\_  
Presiding Policy Committee\_\_\_\_\_  
Date\_\_\_\_\_  
Associate Policy Committee\_\_\_\_\_  
Date\_\_\_\_\_  
Executive Director\_\_\_\_\_  
Date